

BERRYVILLE ARCHITECTURAL REVIEW BOARD
Berryville-Clarke County Government Center
MINUTES OF REGULAR MEETING
Wednesday, April 7, 2010

The regular meeting of the Berryville Architectural Review Board was held on Wednesday, April 7, 2010 at 12:00 p.m. in the Berryville – Clarke County Government Center located at 101 Chalmers Court in Berryville, Virginia.

ATTENDANCE

The following members of the Board were present: Jim Barb, Chairman, Ken Livingston, Nancy Bishop, Susan Wolk and Sue Cooper.

The following staff members were present: Christy Dunkle, Town Planner and Nancy McGinnis, Recording Secretary.

Others present: Wayne Groves, David Ash, Tony Roper, Sara Davis, Janet Keithley, Bob Runion, and Doug Brunow.

The Chairman opened the meeting.

APPROVAL OF AGENDA

Mr. Livingston moved to approve the agenda as written, seconded by Mrs. Wolk. The motion passed unanimously by voice vote.

APPROVAL OF MINUTES

Mrs. Cooper moved to approve the minutes of the February 17, 2010 meeting as written, seconded by Mrs. Bishop. Abstain: Susan Wolk, Ken Livingston. The motion passed by voice vote.

The Chairman opened the meeting.

Sign Review

Wayne Groves, Applicant, is requesting a Certificate of Appropriateness to install two temporary signs, a projecting sign and a portable free standing sign for his business, Tricks of the Trade Leather Shop, located at 101 East Main Street, Suite 105, identified as Tax Map Parcel number 14A5-((A))-81, zoned C General Commercial.

Ms. Dunkle said that the applicant is requesting approval for two temporary banners, one projecting sign and a freestanding sign. She said that temporary banners are permitted within commercial zoning districts provided that the total amount of signage does not exceed twenty-four (24) square feet in size. Ms. Dunkle said that the applicant is present at the meeting.

Mr. Groves gave an overview concerning his sign requests. He showed the Board members two vinyl temporary banners and the wood projecting sign in the shape of a boot that would be displayed on the building. He said that the projecting sign would be installed on the existing black wrought iron bracket with matching chain and hardware.

Mrs. Bishop asked Mr. Groves if a portable freestanding sign (sandwich board) would be displayed in addition to the two temporary banners and the projecting sign. Mr. Groves said yes. He said that the text on the sandwich board would be made of vinyl. Mrs. Bishop asked Mr. Groves where the sandwich board would be placed. Mr. Groves said in a grassy area near the entrance to the parking lot during hours of operation. Ms. Dunkle said that the portable freestanding sign must be placed in a location out of the public right-of-way and may not obstruct the sight distance from the driveway.

Ms. Dunkle asked Mr. Groves if his business name will be added to the Park Place business complex monument sign. Mr. Groves said that it has been added. There was a general discussion.

There being no further comments, Mr. Livingston moved, seconded by Mrs. Bishop, to approve the signage requests as follows:

1. Two temporary signs may be displayed for a maximum of sixty (60) days, to include one 50" x 39" vinyl banner to be displayed on the front of the building to the right of the entrance and one 50" x 15" vinyl banner centered above the entrance.
2. One 22" x 34" projecting wood sign designed in the shape of a boot may be installed on the existing bracket with matching chain and hardware.
3. One 3' x 4' portable freestanding sign with vinyl text may be displayed on the grassy area out of the public right-of-way during hours of operation.

The motion passed unanimously by voice vote.

Sign Review

Thomas Jenkins, Applicant, is requesting a Certificate of Appropriateness to install a 4' x 5' wall sign for his business, TKG Service Center, located at 415 East Main Street (2 Lloyds Lane), identified as Tax Map Parcel number 14A6-(1)-1, zoned L-1 Industrial.

Ms. Dunkle gave an overview of the applicant's request to install a 4' x 5' wall sign constructed of 5/8" MDO plywood. She said that the sign would be centered above the entrance to the business. Ms. Dunkle said that the proposed sign is in compliance with Section 307.5 Signs Permitted Within Industrial Districts of the Berryville Zoning Ordinance. The applicant was not present at the meeting. There was a general discussion.

There being no further comments, Mrs. Bishop moved to approve the request as presented, seconded by Mrs. Wolk. The motion passed unanimously by voice vote.

Architectural Review - Clarke County Courthouse Renovations

David Ash, County Administrator, is requesting a Certificate of Appropriateness for renovations to the Clarke County Courthouse, to include the addition of a handicapped ramp at the main entrance of the building, a prisoner's entrance on the southwest elevation and creating "blind" windows on the southeast elevations of the buildings located at 102 North Church Street, identified as Tax Map Parcel number 14A2-(A)-66, zoned C General Commercial.

Ms. Dunkle introduced Mr. Ash and Sheriff Roper. She said that the Clarke County Board of Supervisors is requesting approval for the proposed renovations to Clarke County Courthouse.

Mr. Ash gave an overview of the proposed renovations. He said that it was determined by their funding agent, the Rural Development Authority, to include removal of the old communications "bunker" in the proposed renovation plan. Mr. Ash said that fill would be brought in and a suitable grade established in order to construct a walkway that connects with the stairwell leading to an existing holding cell for prisoners located on the second floor of the southwest elevation of the building. He said that the walkway would connect the southwest gallery entrance of the courthouse leading to the juror's entrance, separating the judges, the jurors and the witnesses so that they do not intermingle. There was a general discussion concerning the installation of security equipment.

Mr. Ash said that two "blind" windows would be created in the prisoner holding cells in the "new courthouse" to include removal of two of the existing windows on the main floor and replacing them with stucco like paneling installed within the existing window frame. He said one basement window would be removed and replaced with 6" x 6" glass block installed in the masonry opening to provide security and visual blocking of the evidence storage room. Mr. Livingston asked if the removal of the windows was for security purposes. Mr. Ash said yes. He said that a third "blind" window would be created inside a new holding cell in the "old courthouse" that will include removal of the existing window and frame and filling in the opening with similar brick that will match the existing "blind" windows on the building. Ms. Dunkle said that the color of the EFIS on the "blind" windows should match the trim. There was a general discussion.

Mr. Livingston said that the existing handrail is black wrought iron with vertical pickets. He asked Mr. Ash what material would be used for the proposed railing on the handicapped access ramp. Mr. Ash said that the railing in the drawing is black 1 1/4" commercial grade welded horizontal pipe. Mr. Livingston recommended that the proposed handicapped access ramp handrail be redesigned with black vertical commercial grade wrought iron style railing to compliment and maintain the historic design of the building.

Ms. Dunkle asked if there would be any new signs. Mr. Ash said that only temporary construction signs would be needed at this time. Ms. Dunkle asked Mr. Ash if fencing would be installed. Mr. Ash said that the Clarke County Board of Supervisors has not authorized construction fencing. Ms. Dunkle said that any signage or fencing will need to be reviewed and approved by the Architectural Review Board.

There being no further comments, Mr. Livingston moved, seconded by Mrs. Wolk, to approve the request for exterior renovations to the Clarke County Courthouse with the following recommendations:

1. The color of the EFIS matches the trim around the "blind" windows.
2. Replace the existing and proposed welded pipe handrail on the proposed handicapped access ramp located on the southwest elevation with vertical commercial grade black wrought iron style railing.

The motion passed unanimously by voice vote.

Shed Review

Jeffrey and Kim Garrison, Applicants, are requesting a Certificate of Appropriateness for an 8' x 10' wood storage shed installed on the property located at 125 Hermitage Boulevard, identified as Tax Map Parcel number 14A3-(A)-34, zoned DR-2 Detached Residential.

Ms. Dunkle said that the proposed shed has been placed on the property between the existing shed and garage. There was a general discussion.

There being no further comments, Mrs. Wolk moved, seconded by Mr. Livingston, to approve the shed as presented. The motion passed unanimously by voice vote.

Sign Review

William B. Holtzman and Harry F. Stimpson, applicants, are requesting a Certificate of Appropriateness to replace the existing freestanding double-sided sign face and pole and three canopy fascia signs on the gas island in the parking lot of the Red Apple Berryville Mart, located at 1 South Buckmarsh Street, identified as Tax Map Parcel number 14A4-((A))-49, zoned C General Commercial.

Ms. Dunkle said that the owners of the Red Apple Berryville Mart have recently changed fuel suppliers. She said that they are requesting approval to remove the existing Chevron gasoline signage in order to replace it with Exxon signage. She said that there are two applications included with the request from two different sign companies that will be completing different segments of the project. She said that representatives from both sign companies are present at the meeting.

Mr. Brunow, Sawyer Sign Service, Inc., said that they would be removing the Chevron signage from the three-canopy fascia signs on the gas islands and replacing them with illuminated Exxon signage and colors. He said that the canopy columns would be painted eggshell white, the island curb and bollards and the light pole located on the northwest corner of the parking lot will be painted gray, and the west elevation exterior wall of the Red Apple Berryville Mart would be painted light tan.

Mr. Runion, Eddie Edwards Signs, Inc., said that the existing freestanding sign and pole would be removed. He said that the existing pole would be replaced with a 21' 6" white steel column mounted on the existing footer. Mr. Runion said that the existing signage would be replaced with a double-sided Exxon sign internally illuminated with LED gasoline and diesel price readouts. There was a general discussion concerning the dimensions of the sign.

Mr. Livingston recommended that the landscaping be appropriately maintained. Mr. Runion said that he would take the recommendation back to the owner's of the property. There was a general discussion concerning the plat that was submitted with the request.

Mrs. Bishop asked when the work would be completed. Mr. Runion said that June 30, 2010 is the targeted completion date.

There being no further comments, Mrs. Bishop moved, seconded by Mrs. Cooper, to approve the applicant's request to include the following:

1. Replacement of three gas island canopy fascia signs and the freestanding double-sided sign face with new panels that will include the new Exxon text and logo images in Exxon colors.
2. Paint the gas island bollards and curbs gray.
3. Paint the rear (west elevation) wall of the Red Apple Berryville Mart light tan.
4. Paint the existing light pole located in northwest corner of the parking lot Gunmetal gray.
5. Replace the existing freestanding sign and pole with a 21' 6" high white steel sign column mounted on the existing footer and installing an internally illuminated double-sided 74.75" x 52.5" sign face.

The motion passed unanimously by voice vote.

OTHER

Sign Review

Sara Davis, applicant, is requesting a Certificate of Appropriateness for a wall sign for Berryville Physical Therapy and Wellness located at 322 North Buckmarsh Street, identified as Tax Map Parcel number 14A2-((1))-A, zoned R-3 Residential.

Ms. Dunkle said that the applicant is requesting approval for a 3' x 13' sign to be centered above the entrance of her business. She said that the size of the proposed sign is in compliance with the allowable square footage. Ms. Dunkle said that the applicant is present at the meeting.

Ms. Davis said that the background of the sign face would be a warm white that will blend with the trim on the building. There was a general discussion.

There being no further comments, Mrs. Cooper moved, seconded by Mrs. Wolk, to approve the request as presented with the recommendation that the background of the sign face is similar to the trim on the building. Abstain: Ken Livingston. The motion passed by voice vote.

Sign Review

Janet Ives Keithley, Owner, is requesting a Certificate of Appropriateness for a freestanding sign for her business, the Berryville Inn Bed and Breakfast, on the parcel located at 203 South Buckmarsh Street, identified as Tax Map Parcel number 14A4-((A))-59, zoned R-1 Residential.

Ms. Dunkle gave an overview concerning the applicant's request for a freestanding sign. She said that the applicant is present at the meeting.

Mrs. Keithley said that she and her husband recently opened a Bed and Breakfast in their home located at the corner of South Buckmarsh Street and Swan Avenue. She said that the proposed 24" x 18" black aluminum faced sign with white vinyl text would read *Berryville Bed & Breakfast* around the circumference with *Inn* centered in the middle of the sign. She said that an 18" x 6" rectangular-shaped black aluminum-faced *Vacancy* sign with white vinyl text would be suspended with "S" hooks from the bottom of the oval sign as needed. Mrs. Keithley said that two 10' sign posts with decorative finials on top would be installed to include a black wrought bracket and matching chain and hardware to hang the sign. There was a general discussion.

Mr. Barb recommended that the height of the sign face be at eye level when driving. Ms. Dunkle said that the sign cannot exceed a total of 2 square feet in size. There was a general discussion concerning the height and the proposed location of the sign.

Mrs. Keithley said that two solar spotlight light fixtures would be installed at grade to reflect on either side of the sign so that it can be seen at night. Mr. Livingston said that the lights should not reflect into the path of oncoming traffic or adjacent properties.

There being no further comments, Mrs. Bishop moved, seconded by Mr. Livingston, to approve the applicant's request for a freestanding sign not to exceed a total of 2 square feet in size contingent upon the following:

1. The face of the sign is eye-level when viewed from a vehicle.
2. The size of the sign posts are in proportion to the signage.
3. The installation of conditions solar spotlights at grade on both sides of the sign provided that the light is not reflected onto the public right-of-way or adjacent properties.
4. If the fixtures are not appropriate, staff may approve alternative lighting administratively.

The motion passed unanimously by voice vote.

Bench Review

Brian and Heidi McClemons, Applicants, are requesting a Certificate of Appropriateness to install two wooden benches in front of their business, *The Berryville Grill*, located at 9 East Main Street, identified as Tax Map Parcel number 14A5-(A)-75, zoned C General Commercial.

Ms. Dunkle said that the applicants are requesting approval to install two wooden benches painted green in front of the Berryville Grille to accommodate outdoor seating for their patrons. There was a general discussion concerning securing the benches and proper cigarette butt disposal.


There being no further comments, Mrs. Wolk moved, seconded by Mrs. Bishop, to approve the applicant's request provided that each bench is adequately secured to prevent tipping and a cigarette receptacle is placed adjacent to the benches. The motion passed unanimously by voice vote.

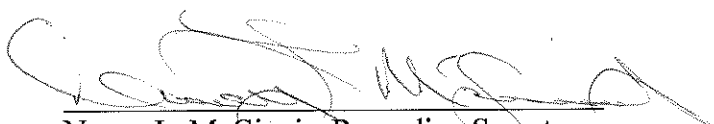
The Chairman called for other business.

Ms. Dunkle said that Blue Ridge Hospice will be relocating to 107 West Main Street.

ADJOURNMENT

There being no further business, Mrs. Bishop moved that the meeting be adjourned, seconded by Mrs. Cooper. The motion passed by voice vote. The meeting adjourned at 1:41 p.m.


Jim Barb, Chairman


Nancy L. McGinnis, Recording Secretary